

**TOWN OF DEWEY-HUMBOLDT
PLANNING & ZONING ADVISORY COMMISSION
REGULAR MEETING MINUTES
JULY 11, 2013, 6:00PM**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT PLANNING AND ZONING COMMISSION WAS HELD ON THURSDAY, JULY 11, 2013, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. CHAIR CLAIRE CLARK PRESIDED.

1. **Call To Order.** The meeting was called to order at 6:00PM.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Made.
3. **Roll Call.** Commissioners Tammy DeWitt, Dee Parker, Jeff Siereveld, Barry Smylie and Chair Claire Clark were present.
4. **Disclosure of Ex Parte Contacts.** None.
5. **Informational Reports.** Warren Colvin, Community Development Coordinator, spoke on the Town Council's approval of Planning & Zoning's recommendation on illegal lot splits; and the volunteer work party going to Yarnell to help clean up for the uninsured homeowners on Saturday, July 13, 2013.
6. **Consent Agenda.**
 - 6.1. **Minutes.** Minutes from the June 6, 2013 Planning & Zoning Regular Meeting.

Commissioner Siereveld made a motion to approve the June 6, 2013 Planning & Zoning Regular meeting minutes as presented, seconded by Commissioner DeWitt. The motion passed unanimously.
7. **Discussion Agenda – Unfinished Business.**
 - 7.1. **Accessory Dwelling Units.** Mr. Colvin gave a summary of the previous P&Z discussions about ADU's and an overview of the changes suggested by the Town Attorney. He spoke on the Attorney suggesting a few clerical changes; Attorney noting the P&Z Commission especially concerned about ARS 12-1134 and how it would impact the Town; he spoke on the Attorney's explanation that the changes recommended by P&Z Commission primarily related to changing definitions and cleaning up language of the regulation; only material change was to no longer permit attached ADU's; he explained the Town Attorney recommended moving forward with the code amendment as it clarifies the current regulations.

Chair Clark asked whether the Attorney was agreeable to using the term Accessory Dwelling Unit over Guest Home; Mr. Colvin responded yes. He noted that the language was supposed to be cleaned up in the past, taking out secondary medical unit and other language in the code. This change will take care of those issues.

Mr. Colvin distributed the Town Attorney's document so the Commissioners could review further.

Commissioner DeWitt spoke on changes in language regarding kitchen facilities required, not permitted; non-paying/non-reimbursing guest language in the code and the concern it could turn into multi-family housing and/or rental. There was further discussion about the concern for ADU's as rentals; adding clarification in the definition resolving the rental issue; kitchen facilities; electrical run through main dwelling.

Commissioner DeWitt made a motion to have Mr. Colvin make the proposed changes to the definition in regards to adding language about non-paying/non-reimbursing relative or guest, in letter G kitchen facility required, the changes recommended by the Attorney, remove letter H and bring back to Planning & Zoning Commission next month, seconded by Commissioner Parker. The motion passed unanimously.

8. Discussion Agenda – New Business. None.

9. Public Hearing Agenda.

9.1. Use Permit for Off-Premise Sign. Mr. Colvin gave an overview of the use permit package, noting there was a waiver reducing the requirement of off-premise signs setback from 200 feet reduced to 85 feet and a waiver to add the number of supports from the limit three to four; he noted there were no responses received from the neighboring parcels.

Commissioner Smylie asked about long-term implications. Mr. Colvin responded that a use permit is approved with a 1 – 5 year maximum, at the end of the use permit the applicant could re-apply to extend the use permit. Commissioner Smylie asked whether there was a provision for maintaining it as far as graffiti or damage. Mr. Colvin responded there is a public nuisance section in the Town Code that would likely apply. Mr. Colvin added that staff feels that by allowing the additional support, it will help mimic what it used to look like and will not pose any threats to traffic or site issues.

Mr. Colvin spoke on two stipulations, 1). The sign and its structural components along with any accessory items shall be constructed as shown on the submitted rendering to P&Z Commission and Town Council and 2). Next step, assuming P&Z Commission and Council both approve the application, is to apply for a sign permit as required by Town Code section 153.138. He noted that the applicant has already picked up the sign permit application.

Chair Clark opened the public hearing at 6:36PM.

Kevin Leonard spoke on his dream for historic Dewey-Humboldt; the museum is running now; working with NAU staff who are interested in this area; has website up and running for tours; people call the phone number to schedule a tour and they pick up at the guest's hotel or from the museum parking lot; working with the VA to hire drivers; he spoke on his desire to make the tour available so everybody can enjoy; he feels this project will help Dewey-Humboldt and put people to work.

Mark McBrady spoke on donating the property for this project; he noted Mr. Leonard has given these tours for quite a while, well-attended and people enjoy it; he spoke on the rich history of this area.

Jerry Brady spoke on two maps (provided to staff) that show the extent of mining activity in this area; the amount of interest Humboldt generates in Europe; NAU working on a regional economic development plan for history-based tourism; possibility of national scenic recreation trail going through Dewey-Humboldt up through Green Gulch.

Chair Clark closed the public hearing at 6:50PM.

Commissioner DeWitt made a motion to accept the recommendation of staff to send the use permit to Council with stipulations as provided by staff with the addition of a five year maximum on the use permit, seconded by Commissioner Parker. The motion passed unanimously.

10. **Comments from the Public.** None.

11. **Adjourn.** The meeting was adjourned at 6:50PM.

Claire Clark, Chairperson

ATTEST:

Mandi Garfield, Administrative Assistant